

SNAP Steering Committee Minutes

Meeting date: Sunday, July 15, 2012

The fourth meeting of the Steering Committee of the SNAP RT convened at 8:30PM (EST) on Sunday, July 15, 2012, with 6 of the 7 steering committee members present.

Members in attendance: Rebecca Goldman (Chair); Lora Davis (Secretary); Rebecca Weintraub (Web/Social Media Coordinator); Sasha Griffin (Liaison Coordinator); Sarah Powell (Outreach/ Newsletter Coordinator); and Helen Schubert (Student and Student Chapter Coordinator). Also in attendance Kate Theimer (Council Liaison).

Members not in attendance: Kate Donovan Jarvis (Vice Chair).

The group discussed the following issues, outlined in part in the [preliminary meeting agenda](#).

Proposal to modify dues/registration fees (needs to be finalized by 7/16)

- SNAP Council Liaison Kate Theimer has prepared a Discussion Item on behalf of SNAP to propose possible changes in policies for dues and registration fees to benefit students and new archives professionals.
- The Discussion Item has been finalized and will should have more information by Wednesday (July 18).
- This agenda item might get lumped in with another student-related item.
- Important to remember that proposing this item does not mean it will pass either in part or in whole. Main thing is that the issue will be raised and discussed.

Updates on SAA meeting planning

- Job search and ACA presentations:
 - Three speakers confirmed for the jobs panel:
 - Roland Baumann, Kent State University
 - Arlene Schmuland, University of Alaska Anchorage
 - Arian Ravanbakhsh, National Archives at College Park
 - The jobs presentation will be open-ended and we have not asked the panelist to prepare anything in advance. The discussion will be driven by the SNAP membership.
 - There will be a chance for all SNAP members (whether attending the meeting or not) to submit questions in advance. Rebecca W. will work on creating a Google Form for use in collecting these questions before the roundtable meeting. Form fields to include:
 - Asker name (optional)
 - Question
 - What segment the question is for (ACA presentation, Jobs presentation, General)
 - Not all questions that are submitted will necessarily be answered.
 - Hope to also have someone manning Twitter but are as of yet unsure of what reception will be like on handheld devices in meeting room (though we are hopeful because room is on 5th floor).

- Agenda:
 - Lora will work on getting agenda out by tomorrow (July 16).
 - Will have to designate specific times for Sections/RT reps once we have a final count of the number of reps participating.
 - Rebecca G. will need 5 minutes in the beginning; also 5 minutes for Rachel Vagts (Membership Committee).
- “Endorsed activities”:
 - Remember to direct membership to local arrangements blog (<http://saa2012sd.wordpress.com/>).
 - Hope to highlight non-SNAP events that might be of interest to SNAP members.
- Lunch Buddy / SAA ad hoc room:
 - Rebecca G. will contact Eira T. to discuss moving forward with the creation of the lunch buddy spreadsheet. Will use the same basic format as was employed for the Room Share/Ride Share spreadsheet, but will be a separate document.
 - Fields for the spreadsheet:
 - who’s leading group
 - who’s going
 - where going (this will include the option of arranging to meet for a brown bag lunch as well)
 - meeting place: Promenade Patio (Level 1)
 - topic/theme of group (optional)
 - day
 - start/end time (emphasis on end time so potential attendees can fully consider whether lunch will fit with their schedule)
 - contact info for leader (optional but very useful; could include cell #, Twitter handle, e-mail address, etc. For use if a potential lunch goer is running late or so on).
 - Will investigate stickers for lunch buddy program as suggested in the comments of this meeting’s agenda.
 - Definitely open to SNAP and non-SNAP members alike.
 - Though called “lunch buddies” and identified as such in the conference program and on our microsite, we can investigate arranging meet-ups for other meals and at non-meal times.
 - Must make clear that while we are helping to foster this program, we as a Steering Committee are not doing the organizing or endorsing certain hosts, restaurants, etc. The leg-work will really be done by the loose network of lunch buddy “hosts.”
- Contact with panelists and presenters (ACA, Jobs, and SAA Sections and RTs):
 - Sasha will send out confirmation emails to all those participating in our meeting after the meeting agenda/presentation times have been finalized.
- Other items of interest:
 - Interesting post on host committee blog about meeting spots in hotel. See: <http://saa2012sd.wordpress.com/2012/07/05/saa-hotel-meeting-spots/>
 - Nancy Beaumont has shared that there will be an “ad hoc” room this year. This room will allow, “[...] individuals and small groups to get together if they need a place within the hotel in which to meet. No AV available, just a room set in rounds so that folks have a place to meet. It’s the Sapphire 400 room and it’s open on Thursday from 8:00 to 11:00 am and 2:00 to 7:00 pm, and on Friday and Saturday from 8:00 am to 7:00 pm.”
 - Our roundtable meeting has been approved for A/V support!

SNAP Steering Committee election progress

- Elections closed on the 22nd. No SNAP members contacted Rebecca G. to say they were having trouble voting, so we assume all went well.
- Hope to announce the results on the list-serv and website whenever we know results. Will not wait until Annual Meeting if we know the results sooner.
- Will deal with the logistics of a run-off for the at-large positions when/if that becomes necessary.

Updates on current/future SC projects

- Future appointed positions to be decided by new SC.
- The current liaison position will likely be divided up among all three at large SC reps, but that will ultimately be up to next SC. Also, in the future the liaison(s) should provide contacts with the SNAP gmail account and not an individual email account so that as SC members rotate in and out we can have maintain continuity.
- Sasha signed up to be a mentor, and has had a positive experience. Might be worthwhile to discuss first-hand positive experiences with mentor program as well. Perhaps this could be an article in the next newsletter?
- In the future we hope to see the RT move toward helping new working archivists as much as we've been helping students and un-/under-employed archivists.
- Hopeful that SNAP will establish a blog in the future. Many of our list-based discussions would probably have gone better with a blog. A blog would also allow occasional guest bloggers.

The meeting was adjourned at approximately 9:20PM (EST).